

Finance Committee Minutes

Honorable Council
 City of Newark, Ohio
 April 19, 2021
 5:45pm

The Finance Committee met via Zoom on Monday April 19, 2021 with these members in attendance:

Doug Marmie – Chair
 Ryan Bubb
 Jeff Harris
 Jonathan Lang
 Jeremy Blake

We wish to report :

1. Consider **Resolution No 21-26 Expedite** A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION

Section 1. There is hereby a disappropriation of the appropriated balance of the 100 General Fund, in the amount of \$8,200.00 (Disappropriating money in Salaries & Wages from a Probation Officer position that is not currently filled so that we can replace some carpeted areas of the Probation Department)

100.116.5111	Salaries & Wages	8,200.00
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Mr. Kevin Saad – This is our first of three requests this evening. In this request we would like to move from salary and wages to maintenance building and grounds. We would like to do some capital improvements to our office area, so this first one is for bathroom and hallway replacement of flooring we’ve already received an estimate from Nice Carpets. To give a bit of background as to why we have this excess in this account, we had a long time employee leave to take another position at the end of 2020 and we’re not going to fill her position until June 28th of this year, so we have basically half of her salary and benefits that we would like to use a lot of that to do some capital improvements.

Motion to send to full council by Mr. Bubb, second by Mr. Harris

Mr. Marmie – What’s the reason for the delay in hiring?

Mr. Saad – We’ve been trying to figure out who we would like to place in the position, it’s actually a promotion from Probation Officer to Probation Officer Specialist. So, we wanted to take our time and see what interest we had internally and we wanted to evaluate the people we have for the position and it’s just taken some time to get the right fit for the job.

Motion passed 5-0

Section 2. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$8,200.00 (Buying new flooring for areas of the Probation Department that are worn out and awful)

100.116.5271	Maintenance Buildings & Grounds	8,200.00
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Mr. Saad – This is where we are actually wanting to move the money into that account so we can make arrangements for the first improvement which would be the flooring.

Motion to send to full council by Mr. Bubb, second by Mr. Lang. Motion passed 5 – 0

Section 3. There is hereby an appropriation of the unappropriated balance of the 669 Storm Water Fund and 661 Sewer Fund, in the amount of \$550,000.00 (\$350,000 – Storm Water Fund; \$200,000.00 – Sewer Fund for Sweeper and Camera Truck)

669.169.5533	Machinery & Equipment	350,000.00
661.172.5533	Machinery & Equipment	200,000.00

Mr. Roger Loomis – This is for two pieces of equipment to be funded out of our storm water and sewer funds. The first piece is a camera truck for sewer lines that would be funded about 75% with sanitary funds and 25% with storm water funds. The second vehicle is a street sweeper that would be funded entirely by storm water. They currently have two

street sweepers down there, this is a bit smaller model that can get onto some tighter spaces for us and do some catch basin work. Both vehicles are over 10 years old and kind of follow along with our equipment replacement fund, both of these get used almost every day so there are a lot of hours and miles on these trucks.

Motion to send to full council by Mr. Bubb, second by Mr. Lang, motion passed 5-0

Section 4. There is hereby a disappropriation of the appropriated balance of the 100 General Fund, in the amount of \$13,400.00 (Disappropriating money in Salaries & Wages from a Probation Officer position that is not currently filled so that we can replace doors in offices with windowed doors for safety)

100.116.5111	Salaries & Wages	13,400.00
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Mr. Saad – This is our second capital improvements request. Again, we had an overage in the Salaries line item for the lady that left the Probation Department, we would like to move that money into another account for the improvements.

Motion to send to full council by Mr. Bubb, second by Mr. Lang

Mr. Marmie – Director Rhodes, why is this in Maintenance Building & Grounds and not being moved into Capital Improvements?

Director Rhodes – That’s a fair question, I wasn’t involved in putting these request forms together Doug.

Mr. Saad – Mr. Marmie I can kind of answer that. That’s just the account we have set up. We don’t have a capital improvements account set up within the Probation Department. If we need to set up an account like that we can do that, but this is just the account that we had available to move the funds to.

Mr. Marmie – The thing is, Capital Improvements city wide is handled under a Capital Improvements account that is separate from the General Fund. One thing that it does is keep track of how much we’re spending in Capital Improvements annually. So this will go under maintenance building & grounds which is more to maintain property not necessarily do major renovations and things like that.

Motion passed 5 – 0

Section 5. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$13,400.00 (Buying new doors for probation offices)

100.116.5271	Maintenance Buildings & Grounds	13,400.00
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Motion to send to full council by Mr. Bubb, second by Mr. Lang, motion passed 5-0

Section 6. There is hereby a disappropriation of the appropriated balance of the 100 General Fund, in the amount of \$8,770.00 (Disappropriating money in Salaries & Wages from a Probation Office position that is vacant so we can replace flooring in the Probation Department)

100.116.5111	Salaries & Wages	5,950.00
100.116.5124	Health Insurance	2,820.00

Mr. Saad – This is the last request we have, we would like to take \$5,950.00 from Salary and Wages and \$2,820.00 from Health Insurance.

Motion to send to full council by Mr. Bubb, second by Mr. Lang

Mr. Marmie – I would like to find out from the auditor’s office by the time we vote on this in full council, as to why they chose to go this direction with this instead of Capital Improvements.

Mayor Hall – I will follow up on that for you Doug.

Motion passed 5-0

Section 7. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$8,700.00 (Buying new flooring for areas of the Probation Dept. that are worn out and awful)

100.116.5271	Maintenance Buildings & Grounds	8,770.00
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Motion to send to full Council by Mr. Bubb, second by Mr. Lang, motion passed 5-0

Mr. Saad – If that should change and either you guys or the auditor would want that to go through Capital Improvements, would there be something I would need to do for that?

Mr. Marmie – No, probably not. It would just be a matter of moving it into a different account and we would do it as an amendment on the floor.

Section 8. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$1,400.00 (Received donation from Moose Lodge #499 for purchase of Mustang Commander Ice Rescue Suits. Requesting funds be appropriated into the Fire Safety Supply Account to purchase these.)

100.204.5311	Fire Safety Supplies	1,400.00
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Director Hickman – The membership of Moose Lodge 499 has donated \$1400.00 to the Fire Department for the purpose of two ice rescue suits, so we would like to have that money moved to fire safety supplies so they can make that purchase.

Motion to send to full council by Mr. Bubb, second by Mr. Lang, motion passed 5-0

Section 9. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$20,000.00 (Money received from the Land Bank for clean up at 221 & 225 W. Main St.)

100.127.5238	General Services	20,000.00
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Director Hickman – This is for cleanup at 221 and 225 West Main, more commonly known as the “mud pit properties”. This is money donated by the Licking County Land Bank to help clean that up and if you’ve been by there you will see it looks much better. This is a great example of government agencies and public and private working together to get this accomplished.

Mr. Bubb – I would agree.

Motion to send to full council by Mr. Bubb, second by Mr. Lang

Mr. Marmie – I would agree too, it looks fantastic.

Motion passed 5-0

2. Consider **Resolution No. 21-27** A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF NEWARK TO SUBMIT AN APPLICATION TO THE OHIO DEPARTMENT OF PUBLIC SAFETY OFFICE FOR FEDERAL FISCAL YEAR 2022 OHIO TRAFFIC SAFETY GRANTS PROGRAMS: SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP), THE IMPAIRED DRIVING ENFORCEMENT PROGRAM (IDEP), AND THE DRUGGED DRIVING ENFORCEMENT PROGRAM (DDEP).

Director Hickman – This will cover overtime expenses for those selected traffic programs.

Motion to send to full council by Mr. Bubb, second by Mr. Lang

Stephen Smith – I’m confused about what the selective Traffic Enforcement Program is.

Mr. Marmie – The STEP program is a program that is set up and I believe there has to be a certain percentage of stops and citations in a particular area, there’s a percentage that has to be met and then if they do that then that time period in which the law enforcement officer works can be paid under that program. I don’t know the specific criteria.

Motion passed 5-0

3. Consider **Resolution No 21-28** A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION

Section 1. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$30,000.00 (Increase in Insurance Premium from 270k/2020 to 305k/2021)

100.121.5251	Non-Health Insurance	30,000.00
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Director Rhodes – This is the time of year that we get our updated insurance premiums. This year it did go up about 35k, we had an additional 5k in the account so we are asking for 30k. The reasons for the increase, we do have a new fire station on Sharon Valley, we have some new police cars and some values that were adjusted and when we sit down to re-negotiate the health insurance, I’ll certainly take into consideration the increase we got this year and see if we can beat that back down or see how our deductibles are scheduled on a few items to try to control the cost.

Motion to send to full council by Mr. Bubb, second by Mr. Lang

Mr. Lang - I see the increase went from 270k to 305k, but we’re only asking for 30k?

Director Rhodes – We had an additional 5k in the account that we can use.

Mr. Marmie – Just knowing what I do on the insurance side, the other thing is building materials costs have sky rocketed, so if there is a loss, you’ve had to adjust the replacement costs and the costs that you have to calculate as far as what you

need to insure it at. That's another factor that most likely goes into these increases because that's happening with all insurance companies across the country.

Motion passed 5-0

4. Consider **Resolution No. 21-30** A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF NEWARK TO APPLY FOR FINANCIAL SUPPORT FROM THE STATE OF OHIO 2021 NATUREWORKS GRANT.

Director Rhodes – We're applying to the Nature Works Grants. We would like to upgrade the playground equipment on Horn's Hill and would use these grants to do just that.

Motion to send to full council by Mr. Bubba, second by Mr. Lang, motion passed 5-0

Finance Meeting stands adjourned

Doug Marmie, Chair